

City of Melbourne
Regular City Council Meeting
September 13, 2021

Melbourne City Council met in regular session on September 13, 2021 at 7 pm. Members and Clerk were all seated a minimum of 6' apart per social distancing protocol. Council members present were David Gibbs, Vickie Stahl, Lucas Hauser and Beth Smith. Carrie White was absent. Also present were Mayor John White and Clerk Mary Pothast and PW Assistant Jim Pfantz, Dan Hart and Clint Hilleman both of New Century FS. Mayor White led the Pledge of Allegiance. Motion to approve agenda, minutes and bills made by Gibbs, 2nd by Stahl. Vote was all ayes.

First on the agenda Dan Hart with New Century FS presented a request for approval to move an additional 30,000 gallon anhydrous ammonia storage vessel into Melbourne. The vessel would be placed in the position planned for when built in 2015. It has been approved by the Iowa Department of Agriculture. In discussion, the safety of adding another tank was questioned. Hart explained that when these were initially installed in 2015, they are equipped with an internal valve that can be shut off remotely. This alleviates the issue that Colins, IA had when they had an anhydrous leak. Motion made by Hauser to approve the addition of the anhydrous vessel to the Melbourne New Century FS location. 2nd made by Stahl. Roll call vote was all ayes. Permission granted.

Next on the agenda was discussion and possible candidate selection for the public works positions and the recommendations by the hiring committee. Committee recommended Jim Pfantz to move into the Public Works Superintendent position upon the retirement of Gary Fricke, approximately Nov. 1, 2021. His wages will be adjusted and discussed with him by the personnel committee. The hiring committee presented their findings from the eight candidates interviewed. Gibbs made the motion to offer the position to the top choice with a beginning wage of \$18, increase of \$.75 per each of the 4 certifications/licenses required, the licenses should be acquired within a two year window (barring any unforeseen occurrences), an agreement to stay in the position for 2 years after acquiring the licenses, and council will make a decision regarding health insurance benefits by July 2022. 2nd made by Hauser. Roll call vote was all ayes. Name will be withheld until the position is accepted and their current employer is notified.

Council was presented with Resolution 2021-09-02 Resolution to Authorize and the Election and Ballot Language to Change the Composition of the Library Board of Trustees for the City of Melbourne, Iowa. Since the City has been having problems filling the library board positions with residents, the board and director requested that the ordinance be changed from 4 city and 1 county resident to a minimum of 3 city residents and a maximum of 2 county residents. Per Iowa Code 392.5, a public measure on the ballot is required to make this change. Stahl made a motion to authorize and direct the City Clerk to provide a certified copy of this Resolution to the County Auditor to place the measure on the ballot. Wording is as follows "Whether the composition of the Board of Trustees of the Library shall be changed from four City residents and one county resident to a minimum of three City residents and a maximum of two County residents." 2nd made by Smith. Vote was all ayes.

In building permits, Minser's at 20 2nd Avenue requested a permit to build a deck on the south side of their home. The 7' setback will be observed. Motion by Gibbs, 2nd by Smith to approve. Vote was all ayes.

Clerk presented Resolution 2021-09-01 To Approve the Street Finance Report and authorize the clerk to sign and submit the document. Motion made by Stahl, 2nd by Hauser. Vote was all ayes. Mayor White requested approval for appointment of Haley Nichols and Heather Stanley to the Library Board of Trustees. Motion by Gibbs, 2nd by Hauser. Vote was all ayes to approve. Clerk asked Council to approve moving forward with the changes to the Golf Cart ordinance by including UTVs as per Resolution 20-09-02 which allowed a one-year trial period. Clerk was asked how many are currently registered, and clerk did not know. She will check and put a message on the Melbourne Happenings page reminding people that they are to be registered. Council agreed that the resolution as written be inserted into the ordinance and presented as an ordinance amendment. Motion by Gibbs, 2nd by Stahl. Vote was all ayes.

Trick or treat date set as October 31 from 5 pm to 7 as motion by Gibbs, 2nd by Hauser. Vote was all ayes.

Clerk mentioned that the ARPA funds the City will be receiving can be used for water and sewer projects and will total around \$118,000 for the two separate payments. They can be held until the second arrives for use at that time. Discussion regarding PTO for covid illnesses took place next. All employees are currently vaccinated, and it will be recommended for the new PW employee, due to the fact that the wastewater treatment plant in DSM is in a program that tests their outflow for the virus. They have found a spike in the wastewater prior to the spike in the cases. Payment for the time off required will continue to be made at this time. Preliminary reports from the 2020 census records Melbourne's population down from 830 to 786 residents. Final numbers will be available at the end of the month. This is likely due to the sale and removal of the trailer court. The census numbers affect the Road Use Tax payments and other payments that are based on per capita. The Marshall County Landfill has sent a letter regarding a hazardous materials household collection date in Melbourne for 2022. Clerk was directed to get something on the calendar for around June of 2022.

Update by Pfantz regarding the water main work on Ketchum. They expect to get the remaining 3 hookups done on Tuesday if all goes as plans. Work with Needham Excavating has gone well and no problems have been encountered. Regarding the water leak, they have found one with the hydrant on College and Main. They estimate a reduction of 5000-8000 gallons by those repairs. The Bedford PW Superintendent has indicated that he would be willing to come to Melbourne and assist for a day or two. Once the water main project is complete on Ketchum, it will receive more attention.

Motion by Gibbs with 2nd by Hauser to adjourn. Vote was all ayes. Meeting adjourned at 7:56 pm.

EXPENSES: GENERAL \$35,319.59, ROAD USE \$1866.58, EMP BENEFITS \$1796.68, LOST FIRE 21.90, LOST 1ST RESP 202.56, WATER \$19,173.41, SEWER \$7126.04; TOTAL \$65,506.76.

REVENUE: GENERAL \$49,685.09, ROAD USE \$7711.10, LOST FIRE \$111.18, LOST 1ST RESP \$111.18, LOST POOL \$1116.93, LOST REC CENTER \$1139.75, WATER \$19,055.29, SEWER \$17,092.52; TOTAL \$98,023.04.

SUBMITTED PRIOR TO APPROVAL